

## PERSON SPECIFICATION (& SHORTLISTING FORM)

**Job Title:** Band 6 Theatre Scrub Team Leader

**Name of Applicant:** \_\_\_\_\_

### WEIGHTING

Criteria in each section are ranked in order of importance 3 – 1, with 3 being the most important

### SHORTLISTING CRITERIA – using Application Form and accompanying information





Each candidate will be scored against the person specification as follows:

3 points = fully meets or exceeds the criteria

2 points = significantly meets criteria, although falls short on minor aspects

1 point = partially meets criteria, but falls short on key aspects

0 point = does not meet criteria

CATEGORY	CRITERIA	Weight (must be Completed)	HOW ASSESSED (must be completed)
<b>Values:-</b>  <b>Collaborate</b>	Communicates openly, honestly and professionally, and actively promotes team working and building strong working relationships	3	All values must be assessed at the interview/ assessment stage using various methods e.g. open questions and scenarios
 <b>Aspire</b>	Patients are always first. Drives service improvements. Strong self-awareness with a desire to grow.	3	
 <b>Respect</b>	Treats all with compassion and kindness. Ensures everyone feels valued.	3	
 <b>Enable</b>	Consults others and listens to their views/opinions. Enables others to take the initiative	3	

**OUTSTANDING CARE**

**HEALTHY COMMUNITIES**

**AND A GREAT PLACE TO WORK**

<b>EDUCATION, QUALIFICATIONS &amp; TRAINING</b> eg Education, professional qualifications	RN (adult) or ODP	3	Application form / interview
	Diploma in related field (or equivalent experience)	3	Application form / interview
	Degree in related field (or willingness to work towards)	2	Application form / interview
	Relevant post registration experience	3	Application form / interview
	Completion of appropriate management and leadership programme	2	Application form / interview
	Teaching and Assessment recognised qualification	2	Application form / interview
	Recognised advanced communication skills	2	Application form / interview
	Recognised advanced specialist training in chosen field (or equivalent experience)	2	Application form / interview
<b>EXPERIENCE</b> eg Breadth of occupational experience	Significant experience at a Band 5 nursing level within a related field.	3	Application / Interview
	Previous experience in teaching, coaching, mentoring.	3	Application / Interview

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CATEGORY	CRITERIA	Weight	HOW ASSESSED
<b>SKILLS, ABILITIES &amp; KNOWLEDGE</b> eg Communication skills, excellent organisation skills, keyboard skills, high motivation, Special knowledge requirements e.g. NMC Code of Conduct, regulations etc.	Excellent communication and interpersonal skills.	3	Application / Interview
	Proven ability to utilise word, power point and excel to a level of producing documents, reports.	3	Application / Interview
	Ability to demonstrate appropriate non antagonistic behaviour in stressful situations.	2	Application / Interview
	Evidence of participation in audit, research and development of staff.	2	Application / Interview
	Ability to plan and organise complex activities, programmes which may need adjustment on a regular basis depending on activity.	2	Application / Interview
	Dexterity and accuracy required for medicine administration and clinical interventions.	3	Application / Interview
<b>SPECIAL CIRCUMSTANCES</b> eg Ability to travel to other sites. Ability to work internal rotation	Good team worker.	3	Application / Interview
	The post holder may be required to work across all sites and will be required to travel between the sites in a timely manner.	2	Application / Interview
	The ability to take part in the on call rota.	3	Application / Interview

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